YOUNG ENTERPRISE JOB DESCRIPTION Product Development Lead	
Job Title	Product Development Lead
Department	Programmes & Services
Salary	£47,000 - £50,000 per annum
YE Pay Grade	6
Hours	Full-Time, 37.5 hours / 5 days per week (1.0 FTE)
Reporting to	Assistant Director, Programmes and Services
Duration	Permanent
Direct Reports	None
Location	Hybrid (Working from our Central London a minimum of 8 days a month)
Main Job Purpose	To lead the development of new products and programmes that help young people build the skills, confidence and opportunities they need to succeed, ensuring that they are highly relevant to the operating environment and policy landscape. The role takes ideas from initial concept to a tested, deliverable model. It sits between policy, strategy and delivery, turning opportunities into evidence-based, user-centred solutions that are practical, scalable and ready to deliver. The postholder will bring together young people, educators, colleagues, funders, partners and suppliers to define needs, co-design solution and test assumptions creating innovative products and programmes that make a real difference. They will build consensus and establish a shared vision, clear requirements and measurable success criteria to ensure impactful outcomes for young people. The role will own the product through design, build and launch, then hand over ongoing delivery, programme management and continuous improvement.

Key Tasks

Innovation, Discovery & Opportunity Development

- Identify opportunities for new programmes, products and services that fit YE strategy, deliver meaningful outcomes which deliver against the policy landscape and meet the changing needs of young people and educators
- Lead discovery activity to understand user needs, gaps and emerging trends
- Turn early-stage ideas into clear propositions that set out the problem to be solved and the strategic and political value
- Promote experimentation, curiosity and evidence-led innovation across Programmes & Services and the wider organisation

User Insight & Co-design

- Work with young people, educators, volunteers and colleagues to research needs, map user journeys and understand barriers and opportunities
- Design and facilitate co-design workshops, interviews, testing and other engagement activity
- Ensure diverse user perspectives and accessibility considerations inform design
- Use insight, evidence and feedback to challenge assumptions, shape choices and refine solutions

Product Definition & Prioritisation

- Define the problem to be solved, product vision, target audiences, intended outcomes, success measures and core design principles
- Determine what should be developed and prioritised, including minimum viable products, pilot activity and phased development roadmaps
- Assess concepts against strategic fit, policy priorities, potential impact, educational quality, affordability, capacity, feasibility, scalability and risk
- Develop clear recommendations, propositions and business cases to support investment and

prioritisation decisions

Prototyping, Testing & Validation

- Develop prototypes, proof-of-concept models and pilots that enable ideas and assumptions to be tested before full investment
- Lead iterative testing and refinement, using evidence and feedback to determine whether concepts should progress, change or stop
- Establish evaluation approaches and success criteria for new products and programmes
- Ensure products are sufficiently defined, validated and ready to move into build and launch

Cross-organisational & External Collaboration

- Work closely with colleagues across YE throughout design, build and launch to shape viable solutions and agree design decisions
- Build effective relationships with funders and partners, including international partners, using their perspectives and expertise to shape development
- Lead relationships with suppliers and specialist partners, ensuring outputs meet requirements, quality standards, timescales and contractual commitments, and managing risks, issues and changes proactively
- Present concepts, evidence, trade-offs and recommendations clearly to senior stakeholders and governance forums

Build, Launch and Transition to Ongoing Delivery

- Translate validated concepts into clear requirements, operating assumptions, implementation plans and delivery-ready specifications
- Provide product leadership through build and launch, working with Programme Managers, suppliers and delivery teams to meet requirements and intended outcomes
- Coordinate testing and refinement during build and early implementation, using feedback and evidence to resolve issues and improve the final model
- Support launch and early delivery, ensuring the people, processes, knowledge, resources and materials are in place
- Clarify ownership, dependencies, resources, risks and measures required for successful ongoing delivery
- Provide an effective handover to the teams responsible for business as usual delivery, performance management and continuous improvement

The above tasks are not an exhaustive list of duties and you will be expected to perform different tasks as necessitated by your changing role within the charity and its overall objectives.

Skills / Attributes / Knowledge / Experience	
Essential	Experience of leading the development of complex products, programmes, services or propositions from initial concept through discovery, testing, build and launch, responding to strategic and policy priorities.
	Strong understanding of innovation, product development, design thinking, service design or comparable approaches.
	Experience of user research, user journey mapping, co-design and stakeholder engagement.
	Ability to use evidence, insight, policy context and feedback to define problems, test assumptions and make sound prioritisation decisions.
	Experience of developing propositions, minimum viable products, prototypes, pilots, roadmaps or business cases.
	Strong facilitation, influencing and consensus-building skills, including the ability to work across organisational boundaries and navigate competing priorities
	Awareness of the guidelines and legislation around confidentiality and working with sensitive information, and the necessity to follow YE policies and procedures.
	Ability to balance user needs, strategic ambition and policy priorities with practical constraints including cost, capacity, educational quality, timescales, feasibility and risk.
	Strong relationship-building and stakeholder management skills, with experience of working collaboratively with funders, partners, suppliers and cross-functional teams to deliver complex development projects
	Excellent analytical, written and verbal communication skills, with the ability to translate complex ideas into clear requirements and recommendations.
	Comfortable working with ambiguity, taking initiative and moving ideas towards clear decisions and practical outcomes.
	An awareness of safeguarding and a willingness to undertake training and ensure YE's safeguarding policy is adhered to at all times.
Desirable	Experience in education, youth development, employability, skills or the charity/not-for-profit sector.
	Knowledge of lean, agile or product management approaches.
	Experience of working directly with young people and educators to design or test solutions.
	Experience of partnership development and working with national and international funders, suppliers, delivery partners and stakeholders across complex, multi-partner projects
	Understanding of evaluation, impact measurement, accessibility and inclusive design.

Young Enterprise Core Values

Unlocking Potential
Recognising and developing the potential of all - in our organisation, in the young people we champion and the stakeholders we work with.

One Team
Working together effectively to achieve our goals.

Enterprising and Resilient
Embracing change, innovating, adapting and responding to challenges and opportunities.

Creating Great Impact
Aiming for the biggest impact on young people and their educators.

All YE Staff are expected to model these values at all times.

Keeping Young People Safe
Safeguarding is the action that is taken to promote the welfare of children and vulnerable adults and protect them from harm. At Young Enterprise, we take our commitment to safeguarding children and vulnerable adults seriously. We design our roles, programmes and services with safeguarding in mind; conduct thorough checks on new employees in line with UK safeguarding legislation; and ensure that our people have the safeguarding knowledge and skills they need to do their role and are supported to regularly refresh their training. All successful applicants in eligible roles that involve contact with young people will need to undertake an enhanced DBS (Disclosure and Barring Service) Check prior to starting in the role, and at subsequent 3-year intervals. In addition, no Young Enterprise employee will at any point be unaccompanied while in the presence of children under the age of 18. In line with the Rehabilitation of Offenders Act 1974, in the vast majority of cases DBS checks which contain information on previous convictions will not disqualify an individual from working with us. If you have any questions, please contact the Young Enterprise HR Team at hr@y-e.org.uk.